

~~CONFIDENTIAL~~  
MINUTES

OF THE

CIA CAREER COUNCIL

8th Meeting, Thursday, 31 March 1955, at 4:00 P. M.  
DCI Conference Room, Administration Building

Present: Harrison G. Reynolds, D/Pers, Chairman  
Matthew Baird, D/TR, Member  
[redacted] PS-DD/P, Alt. for DD/P, Member  
[redacted] DD/CO, Alt. for D/CO, Member  
Lyman B. Kirkpatrick, IG, Member  
[redacted] SA-DD/I, Alt. for DD/I, Member  
Lawrence K. White, DD/S, Member  
[redacted] Executive Secretary  
[redacted] Reporter

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1. The minutes of the 7th meeting of the Career Council were approved as distributed.

2. The Chairman referred to paragraph 4 of the minutes wherein the Council had approved allocation of a Senior Career Development position. He requested the pleasure of the Council in regard to such approvals, since, at its meeting on 30 September of 1954, authority for the approval of allocation of such positions had been redelegated. It was agreed that joint approval by the Directors of Personnel and Training obviated the need for consideration of such requests by the Council. It was further agreed that periodic reports would be made to the Council on the status of the program.

\* 3. The Council then turned to Item 2 of the Agenda: two staff studies submitted by the Honor Awards Board, one on Decorations for Non-CIA Personnel, dated 9 February 1955, the other on Ribbons to Accompany CIA Awards, dated 23 February 1955. Both staff studies were approved for submission to the Director.

4. The next subject for discussion was Item 3, "Promotion Principles", a paper submitted by the DD/S. The Chairman reported that several related proposals would be forthcoming shortly on the subjects of classification, grade structure, and promotion. Discussion ensued on the general subject of wage administration, and it was agreed that further consideration of the paper submitted would be deferred until such time as the other proposals were available.

5. Mr. Kirkpatrick then introduced Item 4 of the Agenda, the Executive Inventory. He presented a brief oral resumé of its origins, its development, and its past and potential utilization. After discussion, Mr. Kirkpatrick moved that the Inventory be maintained in the Office of the Director of Personnel, under his immediate

supervision, that he stimulate its use, and that on a semi-annual basis, he request additions to or deletions from it. The motion was seconded and approved.

6. Colonel White reported, in regard to Item 5 of the Agenda, that the memorandum on the CIA Welfare Assistance Board and the CIA Employees Welfare Fund had not been forwarded to the Director as yet. The Chairman stated that if the Director's approval is obtained the Office of Personnel would take the necessary steps to activate the program. The Council then discussed the status of the other program for welfare activity which is independent of the first. Mr. Kirkpatrick stated that he would present a report on this at a future meeting.

7. Mr. Baird then discussed Item 6 of the Agenda, Candidates for the 2nd quarterly selection for the Junior Career Development Program. The Council noted the relatively small number of applications that had been received (12 from the DDI area and three from the DDS area; at the December quarterly selection there had been 12 from the DDS area, one from the DDP area and two from the DDI area). Discussion ensued on the advisability of installing a quota system for mandatory applications. Mr. Baird stated that one of the reasons for the small number of applications might well be the lack of publicity concerning the program. He added that steps were being taken to achieve better publicity for the Program through the use of a graphic display at the Intelligence Products Exhibits. It was agreed that the voluntary basis for solicitation of applications would be continued for another quarter.

8. The Council then discussed Item <sup>7</sup>8 of the Agenda, Revision of the Attachment to Regulation [redacted]

[redacted] It was agreed that a representative from each of the major components (DD/I, DD/P, and DD/S) would meet to discuss the proposed revision, and would prepare a coordinated paper, with a system of Service Designations, amenable to machine records methods, that would implement the practices and policies within the three principle areas of the Agency.

9. Mr. White reported that the Deputy Director had received the Council's nominations to the several Department of Defense Schools, and that the Council should be aware that nomination of a second candidate for the Army War College might be required.

10. The meeting adjourned at 5:00 P. M.

[redacted]  
Executive Secretary

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